

# FORM N

## ISLAND COUNTY PLANNING AND COMMUNITY DEVELOPMENT

### APPLICATION FOR CLEARING AND GRADING/ TIMBER HARVEST

If you plan to do any of the following land clearing or grading activities on your property, the county needs to review the activities **before you begin**. Different levels of review and application requirements are needed depending on the category of activity you propose. **Please check ALL of the activities that apply**, and then follow the instructions for that activity. **Do not begin ANY work until the decision on your application has been issued.**

Timber Harvest Activities	Permits & Reports Required
<input type="checkbox"/> Request to Lift a Forest Practices Moratorium. <input type="checkbox"/> Class IV Forest Practices Permit. (Conversion) <input type="checkbox"/> Conversion Option Harvest Plan (COHP) on lands platted <u>after</u> January 1, 1960	<ul style="list-style-type: none"> <li>• This application form (CGP), and</li> <li>• A SEPA Environmental Checklist.</li> <li>• Erosion &amp; Sedimentation Plan</li> </ul>
<input type="checkbox"/> Class IV Platted (Non-Conversion) on land platted after January 1, 1960.	<b>NOTE: This is a DNR <u>non-conversion</u> permit.</b> If you intend to convert or develop the parcel, select Class IV Conversion, above.
<input type="checkbox"/> Conversion Option Harvest Plan (COHP) on unplatted lands <u>or</u> lands platted <u>before</u> January 1, 1960	<ul style="list-style-type: none"> <li>• This application form (CGP) (<u>No</u> SEPA Environmental Checklist).</li> </ul>
Clearing/ Grading Activities	Permits & Reports Required
<input type="checkbox"/> Grading/clearing on steep slopes (40% or 22°) as specified in ICC 11.02. <input type="checkbox"/> Clearing/Grading within a geologically hazardous area as specified in ICC 11.02. (within 100 ft. of the top or toe of an unstable bluff).	<ul style="list-style-type: none"> <li>• For work on a steep slope, submit a general geotechnical Report.</li> <li>• For work within a geologically hazardous area, submit a Geotechnical Report. And</li> <li>• A SEPA Environmental checklist</li> <li>• Erosion and Sedimentation control plan</li> </ul>
<input type="checkbox"/> Grading an area to bare earth if greater than two (2) acres in size but under 500 cubic yards.	<ul style="list-style-type: none"> <li>• This application form (CGP) (<u>No</u> SEPA Environmental Checklist).</li> <li>• Erosion and Sedimentation control plan</li> </ul>
<input type="checkbox"/> Cumulative grading exceeding 500 cubic yards.	<ul style="list-style-type: none"> <li>• This application form (CGP), and</li> <li>• A SEPA Environmental checklist and,</li> <li>• Erosion and Sedimentation control plan</li> </ul>
<input type="checkbox"/> Cumulative Grading less than 500 cubic yards clearing less than 2 acres, not within a critical area	<b>Do not use this application.</b> May be reviewed with a Building Permit application ( <u>No</u> SEPA Environmental Checklist).
Activities in Critical Areas	
<input type="checkbox"/> Cumulative Grading exceeding 250 cubic yards within 200' of the Ordinary High Water Mark of the shoreline of Puget Sound or a lake per ICC 16.21.	<ul style="list-style-type: none"> <li>• <b>Do not use this application form.</b> Use a Substantial Shoreline Development (SDP) application and SEPA Environmental Checklist.</li> </ul>
<input type="checkbox"/> Within Archaeological areas, wetlands, streams, Fish and Wildlife Habitat Conservation Areas, protected species habitat areas or their buffers.	<ul style="list-style-type: none"> <li>• <b>This may NOT be the correct application.</b> Please contact Planning &amp; Community Development for more information.</li> </ul>

## PART A

Type or neatly print all application information and provide the **signatures in blue ink**. Please take your time to provide **complete answers and all the information requested**. If you believe any portion is not applicable, explain why in the blank. Illegible and/or incomplete applications will not be accepted.

Collate this application together with all plans and necessary documentation outlined in this application, and submit the complete application package to Island County Community Development. **The application packages must be submitted in person to the Community Development Division.** Submit the **original and 3 copies** of the complete and collated application packages. The county may request additional application packages if review by additional agencies is required.

### 1. General Questions.

- a. Provide a detailed description of the overall proposal. Please attach additional pages if needed.

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- b. What is the current use of the parcel? (for example "vacant", "single-family residential" or "forest land" etc.)

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- c. All sites have stormwater runoff from things such as gutters, driveways, roads, cleared areas, or new impervious surfaces. Describe how it will be managed. Please be specific (for example, "runoff from gutters and parking area to be infiltrated by a drywell located near SE corner of house" or "runoff from driveway to be captured in catch basin and routed in a tightline over the bluff and to the beach"). *Please NOTE: An answer of "No runoff" is not acceptable.* Attach additional pages or plans if necessary.

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### Timber Harvest/Clearing Questions.

- d. Was a Forest Practice Permit issued for the site within the last six years?

\_\_\_\_\_ Y \_\_\_\_\_ N

If Yes, provide the date it was issued, the class/type and the Associated Forest Practice number or Clearing & Grading Number. \_\_\_\_\_

- e. Is there a moratorium on the parcel(s) \_\_\_\_\_ yes \_\_\_\_\_ No NOTE: If yes, provide copy of recorded moratorium and Legal Description of parcel, as it was last recorded.

- f. Describe the purpose of the proposed timber harvest/clearing activities; include as many details as possible. (i.e. the intention of future development)

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- g. What is the **total** estimated volume of clearing activity (i.e. 6,000 bdf. or 6 logging trucks) and how many trees per acre will be remaining after harvest is complete.

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- h. Describe how you intend to remove the slash from the parcel. (i.e. burning, chipping etc.)  
**\*Burning is not allowed in the Urban Growth Areas (UGA).**

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## 2. Grading Questions.

- a. What is the **Cumulative total** amount of excavated and fill material? (**NOTE:** The **total** amount includes **all material relocated on site** plus any material imported to or exported from the site. For example, if you excavate 100 cu. yd. and then return the 100 cu. yd., the total is 200 cu. yd.)

\_\_\_\_\_ cyd excavated + \_\_\_\_\_ cyd fill or relocated on site = \_\_\_\_\_

If materials will be exported from the site, provide the amount in cubic yards, the address, parcel number(s), and location of disposed materials.

\_\_\_\_\_ cyds excavated will be exported to the following Parcel #'s

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- b. What is the maximum height of cut or fill proposed for the site? \_\_\_\_\_ feet. On a separate 8 x 11 sheet, provide the before and after cut and fill measurements.

- c. Is there any road work development associated with this application?

\_\_\_\_\_ Y \_\_\_\_\_ N

If yes, complete the following and **label each separately on the plot plan.**

New Road Construction: \_\_\_\_\_ Feet      Existing Road Reconstruction: \_\_\_\_\_ Feet

**FORM N – SUPPLEMENTAL CLEARING & GRADING APPLICATION CHECKLIST**

In addition to the items identified in the Master Permit Application Checklist an CGP application also requires the following additional items. For those items below that must be shown on a plot plan please show them on the same plot plan required under item #5 of the Master Permit Application Checklist – it is not necessary that you prepare two separate plot plans.

Applicant Use	Application Requirements	County Use
	1. Fees	
	2. Completed application, with answers provided to all questions and ALL Application requirements provided.	
	3. <b>Vicinity Map and Specific Written Directions on how to find the site.</b> Provide the map and directions together on separate 8.5 by 11 inch sheet. The map must be of adequate scale and detail to clearly locate the proposal site in relation to arterial streets, county roads.	
	4. <b>Assessor's Quarter Section Map(s)</b> that clearly identifies the subject site and any contiguous properties in the same ownership	
	5. <b>Copies of soil logs registered with the County Health Department or as-built drawings for existing septic systems, if available.</b>	
	6. <b>A legible plot plan that shows all of the following:</b>	
	a. Drawn to a standard <u>engineering</u> scale, preferably no greater than 1" = 60'. Indicate the engineering scale and provide a bar scale.	
	b. North Arrow	
	c. Boundaries, dimensions, and area of lot (square feet or acreage).	
	d. Location and width of existing and proposed driveways/ accesses serving each structure and any parking areas. Access permit numbers, if assigned. Or if a private road an easement agreement	
	e. Width and name of road(s) bordering the property	
	f. Drainage. Location and description of all existing and proposed drainage features and systems, including natural drainage ways, culverts and ditches. Show the direction of water flow.	
	g. Existing and proposed vegetation. Please be specific about the type, e.g. grasses, shrubs, types of trees, etc.	
	h. Clearing Limits. Show all areas where trees and brush currently exist and will be cut or removed.	
	i. Erosion and sedimentation control plans. Show all areas where soil will be exposed along with measures to limit erosion and transport of silt and sediment	
<b>For Parcels with structures include the following:</b>		
	I. Location, size, and purpose of all existing buildings (temporary or permanent) and proposed buildings. Label each as existing or proposed.	
	I. Location, dimensions and volume of all existing and proposed propane tanks, fuel tanks, etc. Label each as existing or proposed	

	<b>II.</b> Location and dimensions of all decks, roof overhangs, porches, cantilevers, bay windows, retaining walls, patios and chimneys	
	<b>III.</b> Indicate location of septic tank, drainfield, reserve area and tightline between house and septic tank. Show distance between drainfield and reserve area to property lines. Indicate if hooked up to sewer.	
	<b>IV.</b> Indicate location of water lines, well, and pollution control radius. Note: A pollution control radius around an off-site well may impact your project if it overlaps onto your parcel.	
	<b>7. For large or complex projects, provide a separate Existing Conditions Map.</b> Show topography with contours at intervals no greater than 5' and all natural features.	
	<b>8. For Class IV Forest Practice Permits &amp; Conversion Option Harvest Plans, the following are <u>ALSO</u> required:</b>	
	a) Clearing/timber harvesting plan, to include percent of total tree removal, logging equipment proposed, internal road layout, seasonal scheduling, yard configuration, and slash disposal methods.	
	b) Haul route(s) for logging trucks and other heavy equipment. Identify all roads/streets to be used between the project site and main arterial roads.	
	c) Reforestation plan; for all non conversion permits (COHP).	
	d) A Drainage Narrative or Plan per ICC Chapter 11.03.	
	<b>9. For any land-disturbing activities closer than 100 feet from the top or toe of an unstable bluff, a Geotechnical Engineering Report is required (DIB 511).</b> The Report must contain the following:	
	a) A Cross Section Map that provides the following:	
	i. Height of the bluff,	
	ii. Type(s) of material in the bluff	
	iii. Evidence of erosion/landsliding	
	iv. Evidence of groundwater seepage,	
	v. A plane showing the predicted angle of repose and erosion over a 100 year period, and	
	vi. The proposed single family house and setback.	
	<b>10. Environmental Checklist.</b> Refer to cover page for applicability.	
	<b>11. To Lift a Moratorium, provide the following as applicable.</b>	
	a) Critical areas & their buffers identified and delineated, if present	
	b) Narrative - critical area & buffer restoration, if they were impacted.	
	c) Copy of legal description. this can be found on the recorded deed	
	d) Copy of Moratorium that was recorded against parcel	
	e) Provide a narrative of proposed restoration or future uses. Explain why the moratorium is being lifted	

	f) Erosion and sedimentation control measures, including a drainage plan if necessary	
	g) <b>To lift a Moratorium for a purpose other than ONE single family residence, provide names and addresses of ALL parcels within 300 ft of this parcel.</b> (Includes uses such as a cell tower, commercial, etc.)	

All statements, answers and information provided as part of this submittal are in all respects complete, true, and accurate to the best of my knowledge and belief. I understand that if I provide incomplete and/or incorrect information, this will cause a delay in the review process.